



Town of Wyoming
Council Meeting Minutes
October 3, 2022, 6:30 P.M.

REGULAR TOWN COUNCIL MEETING

CALL TO ORDER – Mayor Bilbrough called the Meeting to order at 6:33p.m.

PLEDGE OF ALLEGIANCE – Mayor Bilbrough

MOMENT OF SILENCE – Mayor Bilbrough

ROLL CALL

Council attending: Mayor- Steve Bilbrough, Treasurer- Kyle Dixon and Secretary- Tracy Johovic.

Absent: Vice Mayor- Doug Denison and Council Person- Jeffrey Gravatt.

Mr. Dixon moved with a second by Ms. Johovic to excuse Mr. Denison and Mr. Gravatt's absence. Mayor Bilbrough, Mr. Dixon and Ms. Johovic, Aye. None Opposed. Motion carried.

Staff attending: Sgt. Richard Baker, Audrey Lindale, Clerk of Council and Town Clerk, Roseann Lamar.

Audience attending: Gerry Storan, Donna Storan, Elaine Bilow, Wesley and Ana Traute, Donna Mason, Joyce Stockslager, Jane Sweeney and Tom Wilkes.

ADOPTION OF AGENDA

Mr. Dixon moved with a second by Ms. Johovic to approve the agenda as presented. Mayor Bilbrough Mr. Dixon and Ms. Johovic, Aye. None Opposed. Motion carried.

PUBLIC COMMENTS

- Mrs. Bilow stated that Pine Street paving looks great.

- Ms. Donna Storan expressed her concerns with the Wyoming Business Park construction. She stated that they have taken down all the mature trees and it looks like a trailer park back there. Is concerned with decrease in property values.
- Mayor Bilbrough and Mr. Wilkes explained that the plans were submitted and approved by the State. All work being done is within the limits of the Land Use and Development Code.

ANNOUNCEMENTS – GOOD NEWS

- Mayor Bilbrough advised the Wyoming Park project is on schedule.
- Mayor Bilbrough stated that the Block Party held on September 17th was a success. Event had a great attendance and will be starting to plan for next years event.

ADOPTION OF PREVIOUS MEETING MINUTES

- September 12, 2022- Council Meeting
- September 12, 2022- Executive Session
- September 26, 2022- Special Meeting

Ms. Johovic moved with a second by Mr. Dixon to approve the minutes as presented. Mayor Bilbrough, Mr. Dixon and Ms. Johovic, Aye. None Opposed. Motion carried.

TREASURER’S REPORT

- Mr. Dixon presented balances, profit and loss reports and check register to council for review.

Ms. Johovic moved with a second by Mr. Dixon to adopt the reports as presented. Mayor Bilbrough, Mr. Dixon and Ms. Johovic, Aye. None Opposed. Motion carried.

POLICE REPORT

- Chief Baker presented September’s police report to council.
- July saw 15 traffic tickets, 1 warning, 1 arrest and 59 total complaints that were handled by the WPD.
- Chief Baker reported the findings from the speed trailer that was placed on S. Caesar Rodney Ave.
- Results showed that only 0.1% of vehicles were excessively over the speed limit.

FIRE COMPANY REPORT

- Mrs. Lindale presented September report to council.
- Report showed 93 alarms for the month of June.
 - 1039 manpower hours.
 - In service for 44 hours.
 - Average alarm time 47 minutes.
 - Average for first truck to be enroute- 3 minutes.

C/W SEWER & WATER REPORT

- No Report

PLANNING & ZONING

- Mrs. Lamar advised that the committee had reviewed the resolution regarding temporary signs.

- Committee is recommending changes to the sign and light luminance section of the LUDC.

BUILDING PERMITS

- Mrs. Lamar presented September reports to council.
 - September- 6 new permits, 56 open, 3 closed

CODE ENFORCEMENT

- Council was advised that there were 6 violations in September that consisted of 1 sign violation, animal feces and 4 grass violations.
- Follow up was to be 10/2/2022 but code enforcement officer was out sick and was not able to follow up. Will address when officer returns.

PARK/STREET

- Council was advised that paving on Mill St, E. Third St, Pine St and South Drive have been completed. Contractor was able to complete paving ahead of schedule.

SPECIAL EVENTS

- Mrs. Lindale advised council of the following events:
 - **Halloween**- Monday October 31st 6-8pm, staff and/or council to hand out candy from Town Hall.
 - **Christmas Parade**- some applications have already been sent out.

NEW BUSINESS

- **Halloween**
 - Discussion ensued regarding the observance of Halloween in the town.
 - Council recommended that Halloween be observed on Monday October 31st 6-8pm with no changes.
- **Audit**
 - Council was presented a draft of the audit report.
 - Auditors found no problems and had no suggestions.
 - Final audit report will be presented next month for approval.
- **Town Hall Septic**
 - Council reviewed bids received from Collins Mechanical and Roto- Rooter for repairs.
 - Council also received a bid from R&C a contractor for CWSWA for connecting new line and abandoning the old line.
 - Mayor Bilbrough questioned if the town had to use CWSWA's contractor or could our contractor do the hook up.
 - Staff will reach out and determine which contractor will do hook up to sewer main.

Ms. Johovic moved with a second by Mr. Dixon to contract with Collins Mechanical for the Town Hall septic repairs. Mayor Bilbrough, Mr. Dixon and Ms. Johovic, Aye. None Opposed. Motion carried.

- **Delaware Express Fast Pitch Softball Donation Request**
 - Council reviewed a request for a donation.
 - Mayor Bilbrough, Mr. Dixon and Ms. Johovic expressed their desire to keep donations in the community.
 - Delaware Express Fast Pitch has players from all over Delaware and Maryland.
 - Request was denied.

UNFINISHED BUSINESS

- **Help Initiative of Delaware**
 - Council was presented with a Memorandum of Understanding (MOU) drafted by the town's solicitor.
 - Mrs. Lindale read MOU.

Mr. Dixon moved with a second by Ms. Johovic to approve the Memorandum of Understanding between Help Initiative of Delaware and the Town of Wyoming. Mayor Bilbrough Mr. Dixon and Ms. Johovic, Aye. None Opposed. Motion carried.

- **Wyoming Park electric**
 - No other estimates were received by the town for the electrical work at the park.
 - Council reviewed estimates.

Mr. Dixon moved with a second by Ms. Johovic to contract with Electrical Associates for the park electrical work. Mayor Bilbrough Mr. Dixon and Ms. Johovic, Aye. None Opposed. Motion carried.

- **Storm Water**
 - Mr. Wilkes from Carroll Engineering was in attendance to explain their proposal for assessing the storm water systems in Wyoming.
 - The new proposal included addressing areas of concerns regarding flooding around town and including a plan to resolve.
 - Discussion ensued.

Mr. Dixon moved with a second by Ms. Johovic to contract with Carroll Engineering to assess the storm water system in the town. Mayor Bilbrough Mr. Dixon and Ms. Johovic, Aye. None Opposed. Motion carried.

- **Wyoming Park playground fence**
 - Estimates were reviewed.
 - An 8' double access gate and a 4" access gate was included on both quotes.
 - Mrs. Lindale advised that a 4" entrance gate was ADA compliant.
 - Discussion ensued.

Ms. Johovic moved with a second by Mr. Dixon to contract with Ashley Fence to install fence around park playground. Mayor Bilbrough, Mr. Dixon and Ms. Johovic, Aye. None Opposed. Motion carried.

○ **Police Car Repairs**

- Chief Baker explained that the Charger had been towed to Moore's garage for an assessment.
- The starter was replaced, and engine turned over but had a ticking noise. Unable to determine if this was a previous issue or caused from overheating.
- Additional repairs of a radiator and cooling fan assembly will need to be repaired for car to be operational.
- Discussion ensued regarding the need for vehicle, age of current vehicle, and purchase of new vehicle.
- Chief Baker stated that recruit starts academy Sunday. He has interviewed a full-time certified officer and a part-time officer. Both are in background stage, and he hopes to offer a conditional hire to both.
- Vehicle that was previously ordered is done after months of delay and being held for Wyoming.

Mr. Dixon moved with a second by Ms. Johovic continue with purchase of previously ordered vehicle and send Charger to auction. Mayor Bilbrough Mr. Dixon and Ms. Johovic, Aye. None Opposed. Motion carried.

CALENDAR OF EVENTS

- Planning and Zoning 10/26/2022, 6:30pm
- Halloween 10/31/2022- 6-8pm.
- Town Council Meeting 11/7/2022, 6:30pm
- Town Hall closed October 7th, 14th, 21st for training.

COUNCIL COMMENTS

- Mayor Bilbrough expressed his desire when he became mayor to give residents tangible items. He stated it seems like council is also spending money but advised that the town had received ARPA funds that were meant to be spend.
- Mayor Bilbrough advised that purchases like the street sweeper, new playground equipment which will be accessible ADA, paving of streets and resolution to storm water issues will hopefully give residents a sense of pride in their town.
- Mrs. Bilow stated that she felt the town was in good hands and liked the way things were going.

Mr. Dixon moved with a second by Ms. Johovic to adjourn meeting at 7:44pm. Mayor Bilbrough Mr. Dixon and Ms. Johovic, Aye. None Opposed. Motion carried.

The meeting adjourned.

Audrey Lindale
Clerk of Council